

MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: March 18, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from ***December 1, 2011 to December 31, 2011.*** The approximate amount of the write-off will be \$1,054.87. The percentage of write-offs for this period is .07%.

Sales for this time period were \$1,484,703.51.

Payments on final accounts for this time period were \$3,670.07.

This write-off of unpaid bills represents 12 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

0 to \$50.00 – 5 customers
\$50.01 to \$100.00 – 3 customers
\$100.01 to \$150.00 – 3 customers
\$303.60 – 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

March 20, 2013

DRAFT

To: Mayor Kasprzak and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Rehabilitation of Mead Reservoir Dam

As you are aware, the bid prices for Mead Dam came in significantly higher than expected. It is respectfully requested that:

- The bids for Mead Dam be rejected.
- CHA perform value engineering on the project to determine if there are ways to reduce the cost.
- An RFP be distributed to solicit consulting services to evaluate other possible alternatives.

Please contact me if you have any questions.

cc: Richard Marks
John Clute



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March 21, 2013

To: Mayor Donald M. Kasprzak
From: Bill Treacy, Manager
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:


PMLD BID NO. 2013-3-2

SALE OF SALVAGED & SCRAP MATERIALS

BID OPENING DATE: May 7, 2013 AT 11: 00 AM

We propose that this bid be received under PMLD Bid No. 2013-3-2, prior to 11:00 a.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,


Bill Treacy, P.E.
Manager

cc: Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-3-2 File



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March 21, 2013

To: Mayor Donald M. Kasprzak
From: Bill Treacy, Manager
Subject: Permission to Issue Bid Proposal

The Plattsburgh Municipal Lighting Department respectfully requests permission from the Common Council to advertise for sealed bid for:

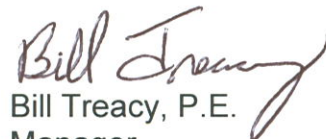
PMLD BID NO. 2013 - 3- 3

**SALE OF SURPLUS 2.4/4.16 KV-120/240V
TRANSFORMERS**

BID OPENING DATE: May 7, 2013 AT 11: 00 AM

We propose that this bid be received under PMLD Bid No. 2013-3-3, prior to 11:00 a.m., local time, on the date shown above, then publicly opened and read in the Common Council Chambers.

Respectfully submitted,


Bill Treacy, P.E.
Manager

cc: Keith Herkalo, City Clerk
Councilor Jackson, PMLD Liaison
Bid 2013-3-3 File



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

March 18, 2013

Mayor Donald Kasprzak
And
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Request for Permission for
Travel to New York Planning
Federation Meeting**

Dear Mayor Kasprzak & Councilors:

It is requested that permission be granted for City Engineer Kevin Farrington to attend the New York State Planning Federation Annual Conference on April 22 and April 23rd, 2013 at Saratoga Springs, NY, at an estimated cost of \$284.00. A copy of the Program is attached.

Sufficient funds are available in the Engineering & Planning Department Budget.

Very truly yours,

Kevin R. Farrington, P.E.
City Engineer

/dn

CC: City Chamberlain

NYPF 2013 PLANNING & ZONING CONFERENCE SCHEDULE

Date	Time	Title	Presenter(s)	Credits Pending
4/21/13	4:30-5:30 P	Mock ZBA Hearing/Use Variance	NYPF Board & Audience	
4/22/13	8:30-9:30 A	The Power of Planning	John R. Nolon, Esq.	CM Law 1, CLE 1
4/22/13	9:50-10:55 A	Introduction to SEQRA	Sarah Yackel	
4/22/13	9:50-10:55 A	Open Government	Mark Schachner, Esq.	CLE 1
4/22/13	9:50-10:55 A	Essentials of Sustainable Zoning	Nicolette Barber, AICP David Hogenkamp	CM 1
4/22/13	11:00-12:05 P	Updating the Comprehensive Plan	Frank Fish, Bob Galvin	
4/22/13	11:00-12:05 P	Do's & Don'ts for Planners	Nicholas Ward-Willis, Esq.	CM 1/CLE 1
4/22/13	11:00-12:05 P	Stormwater Management	Robert Feller, Esq., John Behan	
4/22/13	1:30-3:00 P	Site Plan Review & Special Use Permits	Nina Peek, AICP	
4/22/13	1:30-3:00 P	Changes to the EAF	David Everett, Esq., Mark Sweeney, Esq.	CLE 1
4/22/13	1:30-3:00 P	Ethics	Daniel Spitzer, Esq.	CM Ethics 1.5/CLE 1.5
4/22/13	3:15-4:45 P	County 239 Review	Rick Harris, Kathy Matern, Stephen Feeney	
4/22/13	3:15-4:45 P	Case Law Update	Daniel Spitzer, Esq.	CM Law 1.5/CLE 1.5
4/22/13	3:15-4:45 P	Form-Based Codes	Joel Russell, John Clarke Dillon Sussman	CM 1

4/23/13	8:30-10:00 A	Enforcement	Andrew Brick, Esq., JD Wood	CLE 1.5/CEO 1
4/23/13	8:30-10:00 A	Complete Streets	Jacklyn Hakes, AICP, Fred Frank	CM 1
4/23/13	8:30-10:00 A	Natural Resource Inventory & Conservation Subdivisions	Leslie Karasin Peter Vars, Mike Simon	
4/23/13	10:15-11:20 A	Public Meetings & Hearings	DOS Division of Local Govt.	CEO 1
4/23/13	10:15-11:20 A	How to Avoid an Article 78	Scott Chatfield, Esq.	CLE 1
4/23/13	10:15-11:20 A	Small Town & Waterfront Revitalization	Chris Round, AICP	CM 1
4/23/13	11:25-12:30 P	Record-Keeping	DOS Division of Local Govt.	CEO 1
4/23/13	11:25-12:30 P	The Third Mode: walking & biking options	Jeff Olson	CM 1
4/23/13	11:25-12:30 P	LEED Neighborhood Development	Ted Kolankowski	

Detailed information on each of these sessions will be available in the program which is handed out at the conference. However, if you have any questions, please contact the NYPF. Also note that the credits are all in the process of being applied for. At this point, the only guaranteed credits are on Tuesday April 23rd for Enforcement, Public Meetings and Hearings, and Record-Keeping.